

South Dakota Science and Technology Authority Board of Directors
Meeting Minutes
Thursday, December 16, 2021
Lead, South Dakota

The Board of Directors of the South Dakota Science and Technology Authority (SDSTA) convened at 9:00 AM Mountain Time (MT) on Thursday, December 16, 2021, in the Education and Outreach (E&O) Building Conference Room at the South Dakota Science and Technology Authority, 630 East Summit Street, Lead, South Dakota. To maintain physical distance due to the COVID-19 pandemic, cloth face masks were required, and a conference number was posted on the agenda with an invitation for members of the public to participate in the meeting by telephone.

MEMBERS OF THE BOARD IN ATTENDANCE

Vice Chairperson Dana Dykhouse (by phone)
Dr. Chris Fall (by phone)
Secretary/Treasurer Patricia Lebrun (by phone)
Mr. Roger Musick (by phone)
Chairperson Casey Peterson (in person)
Mr. Ron Wheeler (by phone)
Dr. James Rankin, ex-officio (by phone)

MEMBERS OF THE BOARD ABSENT

Dr. Ani Aprahamian

SDSTA STAFF

Mr. Tim Engel, General Counsel (in person)
Ms. Nancy Geary, Chief Financial Officer (in person)
Mr. Mike Headley, Executive Director (in person)
Dr. Jaret Heise, Science Liaison Director (in person)
Ms. Mandy Knight, Administrative Services Manager (in person)
Mr. William McElroy, Deputy Director of Operations (in person)
Ms. Staci Miller, SURF Foundation Director (in person)
Mr. Thomas Newman, Director of Information Technology (in person)
Ms. Constance Walter, Communications Director (in person)
Ms. Natasha Wheeler, Administrative Assistant (in person)
Ms. Deb Wolf, Education and Public Relations Director/IDEA Program Manager (in person)

ALSO PRESENT DURING ALL OR PART OF THE MEETING

Mr. Syd De Vries, Senior Principal Engineer, Fermilab (by phone)
Ms. Elizabeth Freer, dialogue LLC Principal and Owner (in person)
Ms. Wendy Pitlick, Black Hills Pioneer Journalist (by phone)
Mr. Mark Miller, General Counsel and Interim Chief of Staff, Office of the Governor (by phone)
Mr. Terry Miller, incoming Chief Financial Officer, SDSTA (in person)
Dr. Peggy Norris, Education & Outreach Deputy Director (BHSU) (in person)
Ms. Elizabeth Sailer, Vice President for External Relations, Dakota Territory Resource Corp (by phone)
Dr. Ben Sayler, Sanford Science Education Center Director (BHSU)
Mr. Patrick Weber, South Dakota Services Division Head, Fermilab (by phone)
Mr. Joshua Willhite, Long-Baseline Neutrino Facility (LBNF) Far Site Conventional Facilities Project Manager (in person)
Ms. Nicol Reiner, Education & Outreach Director (BHSU) (in person)

ITEM 1. CALL TO ORDER

Chairperson Casey Peterson called the meeting to order at 9:00 AM (MT). Roll call was held. Mr. Dana Dykhous, Dr. Chris Fall, Ms. Pat Lebrun, Mr. Roger Musick, Mr. Ron Wheeler and Dr. Jim Rankin joined by phone. Chairperson Peterson was present in person. Dr. Ani Aprahamian was absent.

Chairperson Peterson then asked audience members to introduce themselves. New hire Mr. Terry Miller announced he will start at SDSTA on January 3 as the new Chief Financial Officer (Ms. Nancy Geary will retire in June 2022). New hire Mr. Thomas Newman, Information Technology Director, also introduced himself. Chairperson Peterson then said if anyone from the audience had any questions or comments for the board to address, to please complete the public comment form located at the sign-in table and time will be given at the end of the agenda to discuss. He reported no comment forms were submitted.

ITEM 2. APPROVE AGENDA

Chairperson Peterson asked if there were any modifications to the agenda. Hearing none, he asked for a motion to approve the agenda.

Motion by Ms. Lebrun and seconded by Mr. Musick to approve the agenda as presented. Motion passed unanimously by roll call vote.

ITEM 3. APPROVE MINUTES

Chairperson Peterson asked for any comments on the September 17 or September 23, 2021 Minutes. Hearing none, he asked for a motion to approve the minutes.

Motion by Mr. Wheeler and seconded by Mr. Dykhous to approve the September 17, 2021 and September 23, 2021 minutes as presented. Motion passed unanimously by roll call vote.

ITEM 4. GENERAL CONFLICT OF INTEREST DISCLOSURE

SDSTA Legal Counsel Mr. Tim Engel invited members of the board to disclose anything that might be construed to be a conflict of interest with respect to items under consideration at today's meeting.

No conflicts of interest were disclosed.

ITEM 5. DISCLOSURES AND WAIVER UNDER SDCL CH. 3-23

Mr. Engel reported he polled all board members with respect to disclosures required by SDCL Ch. 3-23 and none were disclosed by any board member.

ITEM 6. SURF FOUNDATION

ITEM 6A. SURF FOUNDATION STATUS UPDATE

Ms. Staci Miller said the SURF Foundation has been recognized with the GuideStar Platinum Seal of Transparency, which honors sharing accurate, unbiased background information, financial statements, goals and other data that allows potential donors, funders and stakeholders to make educated decisions about nonprofits and the work they do. She said \$428,468.88 has been raised towards the \$800,00.00 goal for the Sacred Circle Garden, a place that will protect our environment, our rich history and the values that connect us. She said limited-edition prints have been created to support the project, with 100 prints each of the Badlands, Bear Butte, Bear Lodge (Devil's Tower) and Black Elk Peak. Ms. Miller said donors who contribute \$1,500.00 have their choice of one print, and donors who contribute \$5,000.00 can receive the set of four. She said information about the prints was rolled out to the public in November 2021.

Ms. Miller reviewed the SURF Foundation's four key impact areas, including Inspiring Future Students, Beyond the Classroom – Into the Community, the Institute for Underground Science at SURF and United in One Space. She said the SURF Foundation had 54 constituents in 2020 and 117 constituents in 2021, showing an average gain of 5.25 donors per month over the last year.

Ms. Miller said SURF Foundation accomplishments over the past year include adding three new board members in September and completing board orientations in November; holding a donor retention rate of 58% as of December 10, 2021 compared to the national average of 43%; and participating in Giving Tuesday, which included two videos of support provided by SURF Foundation board members, 89% of donors being new donors, and a Giving Tuesday employee appreciation breakfast hosted by the SURF Foundation on November 30. She said she spent three days in Sioux Falls presenting to Rotary Club west, Rotary Club north and multiple potential donors, and the SURF Foundation hosts a monthly "From the Underground Up" at SURF as a live/virtual combination coffee hour to build employee engagement. Mr. Dykhouse commented he attended one of Ms. Miller's public talks in Sioux Falls and she told a good story in a positive way. He encouraged Ms. Miller to continue giving these presentations to service groups across the state.

ITEM 6B. INSTITUTE FOR UNDERGROUND SCIENCE AT SURF

Ms. Elizabeth Freer shared a summary for the development of the Institute for Underground Science at SURF, produced by her company, dialogue LLC. She outlined the process, including an Institute scoping document completed in July 2021; a building program and siting study completed by Arup; a labor, non-labor and program budget development with SDSTA staff; a construction budget, total project budget and schedule completed by Oppenheim Lewis, Inc.; a comparison of operational budgets with similar institutes; and the presentation to the SDSTA Board on summary findings and recommendations at the December 2021 Board meeting.

Ms. Freer said the scoping study considered a range of options in sizing and capacity while meeting several key program elements defined in the study and identified several potential locations on site at SURF for the Institute, with the most preferred being Ellison Hill. She said budget estimates considered ranges within staffing, non-labor and operations costs, science programs and education programs, with a total operations budget estimate ranging between \$12.5 million and \$22.6 million. Ms. Freer said a budget estimate assuming 87 staff positions would range between a \$7.1 million and \$11 million annually for staffing; non-labor operations costs would range between \$3.3 million and \$5 million annually; science program costs would range between \$1.7 million and \$4.8 million annually and education costs would range between \$365,000 and \$1.7 million annually. Ms. Freer also discussed broad ranges of construction cost estimates.

Ms. Freer shared operating budget data from several other institutes, noting similarities and differences in potential income, such as institutes which used shared resources with universities.

The recommendations Ms. Freer presented in conclusion of the scoping study included: to hire an Institute director, refine programming and cost estimates, hire fundraising staff and establish a three-phase fundraising plan with endowment goals, to further define expenses related to operations, programs and staffing, and establish a project team and initial development process as soon as possible.

Chairperson Peterson asked what was the biggest surprise working on the scope? Ms. Freer replied she did not expect how closely aligned their budget would be to the scale of other larger institutions. Dr. Fall thanked Ms. Freer for answering his questions in regard to this topic during the Foundation Board meeting held yesterday, December 15.

ITEM 7. REPORT FROM THE AUDIT COMMITTEE

ITEM 7A. AUDIT COMMITTEE MEETING UPDATE

Ms. Lebrun said the Audit Committee reviewed and submitted the audit report to all board members for review, to discuss approval at the next regularly scheduled board meeting in March 2022.

ITEM 7B. AUDIT REPORT-FISCAL YEAR ENDED JUNE 30, 2021

Ms. Lebrun said she was happy to say the audit report, completed in November 2021 and included in the board packet, was a clean audit and no exceptions were included in the report. She said the Audit Committee met by conference call on November 29, 2021, and an unmodified opinion has been shared with the board. Ms. Lebrun thanked Ms. Geary and SD Department of Legislative Audit Mr. Al Schaefer, Auditor-in-Charge, for providing good information in a timely manner.

Ms. Lebrun said the State of South Dakota will no longer be handling the SDSTA audit since SURF is not primarily funded by state funds; funds are derived from external sources such as federal agreements with the Department of Energy (DOE) and other sources. She said SDSTA will advertise a Request for Proposal (RFP) to find a third-party auditor. Chairperson Peterson suggested releasing an RFP by March 2022 instead of waiting until June due to the current high demand for auditing professionals. The board, Ms. Geary and Mr. Headley agreed to set up a meeting to discuss an RFP and present it at the March 2022 board meeting.

Motion by Ms. Lebrun and seconded by Mr. Musick to accept the Audit Committee Report and to discuss Audit Report approval at the next regularly scheduled board meeting per statute. Motion passed unanimously.

ITEM 8. FINANCIAL REPORT

ITEM 8A. NOVEMBER FINANCIAL STATEMENTS

Ms. Geary presented the balance sheet and income statement provided in the board packet. She said SDSTA has received additional Cooperative Agreement (CA) funding for the logistics contract through Fermilab and the University of California Berkley LUX-ZEPLIN (LZ) contract. Ms. Geary said the last quarter had an overrun of \$236,000.00, but it balances out with and underrun reflected in the CA for the contract-to-date amount; and an underrun spend plan is in place for the contract. She said December is a three-pay period month, which has been accounted for. Ms. Geary said great strides have been made toward Infrastructure Improvement Projects because of the mild weather so far this season, allowing the Yates Waterline project and the Wastewater Treatment Plant Gravity Flow projects to progress. She said SDSTA is hiring for staff positions that include: a new Chief Financial Officer, and two Human Resources positions and employees for the Sanford Lab Homestake Visitor Center (SLHVC), the latter being contingent upon the board's approval of acquiring the SLHVC under SDSTA. Chairperson Peterson asked several questions regarding the comparative financial statements which were answered by Ms. Geary.

Motion by Mr. Musick and seconded by Mr. Dykhous to accept the financial report as presented. Motion passed unanimously.

ITEM 9. REPORT FROM THE EXECUTIVE DIRECTOR

ITEM 9A. DECLARATION OF SURPLUS – FOUR (4)

Mr. Headley directed the board to the four Declarations of Surplus included in the board packet and asked for questions or comments. None were raised.

Mr. Headley then went out of agenda order and asked Mr. Joshua Willhite to provide an update on the LBNF project as a DOE review of the LBNF project is being conducted parallel to the SDSTA board meeting and Mr. Willhite had limited availability to provide an update. Mr. Headley thanked Mr. Willhite and the Long-Baseline Neutrino Facility (LBNF) team for hosting a successful townhall in Lead, South Dakota on December 15, 2021 to address dust blowing out of the Open Cut.

ITEM 9D. LBNF UPDATE

Mr. Willhite shared a model of the LBNF site, currently under construction on the 4850 Level, which is being excavated to create two detector caverns and a central utility cavern for the Deep Underground Neutrino Experiment (DUNE). He said Fermilab has subcontracted Thyssen Mining Company (TMI) for excavation, and TMI has been working on site since April 2021. Mr. Willhite said the drilling of a new ventilation shaft, using a raise bore machine, has been completed and is now being shotcreted (lined with concrete), and will provide greater ventilation underground. He said current efforts are focused on the South Access Drift, which allows access from the Yates Shaft to the Ross Shaft underground. Mr. Willhite said about 13%, by volume, of the total project has been excavated.

Mr. Willhite said temporary supplemental heaters have been added at both the Yates and Ross Shafts to ensure no ice buildup due to ventilation being added, and permanent heaters are planned for installation next spring.

Mr. Willhite said TMI has been on site for a full year without a recordable injury or incident, has shown significant community involvement, and has worked nimbly around obstacles as they have come up.

Mr. Willhite said the Lead community expressed concern to Fermilab about high levels of noise, and to mitigate the issue, they worked with Kiewit Alberici Joint Venture to install a muffler on a dust collector fan, reducing the noise by 12 decibels; provided education to personnel to minimize noise at night; and installed special backup alarms on equipment to minimize community impact while still ensuring construction safety.

He said Fermilab has been addressing the community's concern about dust blowing out of the Open Cut. He said controls in place to-date include water sprays on material transported on the conveyor belt, plans for updated design for the "superchute," and a fogger and large sprinklers covering the dirt pile with water mist. Additionally, he said current efforts include hosting a community townhall to share information, applying tackifier to bind dust particles, contracting for a drone which will apply binder to the dust pile, using continuous visual observation to determine if transport of material needs to be shut down to reduce dust, and developing procedures for monitoring and stoppages, for example, during high-wind events. Mr. Willhite said Fermilab will also be addressing the issue of material deposited on foliage along the edge of the Open Cut to ensure the health of the plants. He added that the ground stability was studied prior to construction of the conveyor and the dirt deposit should not negatively impact structure.

The Board asked a few questions regarding the stability of the rock in the Open Cut which were answered by Mr. Willhite.

ITEM 9B. SDSTA QUARTERLY UPDATE

Mr. Headley said SDSTA is now in the third year of the CA, the direct contractual relationship between SDSTA and DOE, and the relationship between SDSTA and DOE remains strong. He said current infrastructure improvements on site are modernizing SURF and increasing reliability to support construction and current/future science at SURF. He said CA funding for infrastructure improvement projects was \$9.4 million in Fiscal Year (FY) 2020, \$6.3 million in FY21 and is at \$5.3 million for FY22.

Mr. Headley said SDSTA support for LBNF construction is proceeding according to plan with 24-hour/7-day a week support. He said the Ross Shaft is in its final stages for full certification, and SDSTA is continuing to transport personnel and loads to the 4850L in support of construction and science. He said the Yates Shaft was in rehabilitation mode for several months and will resume operations today, December 16, 2021.

Mr. Headley said the LZ dark matter experiment is in transition from commissioning to a five-year data taking run, and long-term planning is advancing for science and facilities at SURF. He said the new SURF User Association held its first meeting in the fourth quarter, and a new Science Program Advisory Committee was formed and is planning their first meeting for January 5 and 6, 2022. Mr. Headley said a planning study for science lab space on the 4850L has started with Stantec and should be complete by the end of the year; building and budget planning are underway for the Institute; and planning is underway to submit a proposal in June 2022 for SURF to become a DOE User Facility. Dr. Fall asked Mr. Headley to elaborate on the proposal submitted to become a DOE User Facility and he did so.

Chairperson Peterson suggested sending a thank you letter to Dr. Thomas Glasmacher, Laboratory Director and Project Director for the Facility for Rare Isotope Beams, recognizing his support of SURF, and Mr. Headley said he would draft a letter on behalf of the SDSTA Board and employees.

ITEM 9C. E&O UPDATE

Ms. Nicol Reiner shared a table of data illustrating the number of student interactions for the Education and Outreach (E&O) Department, including a total of 5,745 student contacts during the 2020-2021 school year (through COVID restrictions) and a total of 8,147 student contacts in the first quarter of the current 2021-2022 school year (as of November 30, 2021). Ms. Reiner shared a graphic illustrating the distribution of contacts with schools, showing a dispersal of curriculum unit use, and face-to-face and virtual interactions across South Dakota, as well as at a school in Minnesota and a school in North Dakota.

The E&O team sends out curriculum units related to a variety of topics, and Ms. Reiner illustrated these with a web graphic, saying there are currently 17 different units available, aligning specifically with South Dakota science standards and designed to be age-appropriate for students. She said the program has received positive feedback from educators, and she shared several quotes from teachers highlighting positive comments.

Ms. Reiner said the E&O team reached out to several higher education institutions throughout South Dakota to gauge interest in creating collaborative partnerships, and the E&O program is now working with six post-secondary schools, including the University of South Dakota, South Dakota State University, Augustana University, Dakota State University, Black Hills State University and Northern State University.

Ms. Reiner said the E&O program does a lot of work to support educators, including upcoming events in the districts of Harrisburg, Spearfish and Lead-Deadwood, online science and math pedagogy courses with Black Hills State University, and a South Dakota Science, Technology, Engineering and Math conference. She said current planning for summer 2022 includes three-dimensional professional development for an in-person program and a virtual program, four South Dakota Established Program to Stimulate Competitive Research (EPSCoR) programs, two elementary computational thinking professional development sessions, a pilot math workshop and two SDMath/SDSCi leadership training sessions.

Ms. Reiner said Dr. Peggy Norris, E&O Deputy Director, will retire February 11, 2022, after 13 years with the program and serving as an instrumental member of E&O, developing programming, connecting with rural and underserved communities, writing curriculum units, developing presentations, sharing a

wealth of information and building up the Davis-Bahcall scholarship and internship programs. Ms. Reiner said Dr. Norris's legacy will live on through SURF's E&O program and she will be greatly missed.

Motion by Dr. Fall and seconded by Mr. Musick to accept the Executive Director's report as presented. Motion passed unanimously.

ITEM 10. DISCUSS REGISTRATION OF LOBBYISTS

Mr. Engel explained that every year, the board authorizes several persons to register as lobbyists for SDSTA. He said he is not aware of any initiatives at this time, but lobbyists monitor what is going on in the legislature. Mr. Engel recommended Mr. Headley, himself and Mr. Doug Abraham, a partner in Mr. Engel's firm, be designated as SDSTA lobbyists.

Motion by Mr. Wheeler and seconded by Mr. Musick to designate Mike Headley, Tim Engel and Doug Abraham as lobbyists for the SDSTA for the 2022 Legislative Session. Motion passed unanimously.

ITEM 11. EXECUTIVE SESSION

Motion by Mr. Wheeler and seconded by Mr. Dykhous to enter into executive session to discuss personnel matters and to consult with legal counsel concerning legal and contractual matters as permitted by SDCL 1-25-2(1), (3) and (4). Motion passed unanimously.

The board recessed at 10:25 AM for a ten-minute break followed by executive session.

The board reconvened in open session at 11:21 AM.

ITEM 12. REPORT FROM EXECUTIVE SESSION

Chairperson Peterson reported that the board discussed contractual matters and consulted with legal counsel concerning legal and contractual matters. No action was taken.

Motion by Mr. Musick and seconded by Mr. Wheeler to approve the executive session report. Motion passed unanimously.

Mr. Dykhous and Dr. Fall left the meeting after Executive Session.

ITEM 13. 2022 COMMERCIAL GENERAL LIABILITY RENEWAL

Mr. Engel said the current market is "hard" and premiums are going up every year. He said options are limited and insurance is required per various contracts and agreements with SDSTA, and renewals are still in-process. Mr. Engel stated no action is needed if an agreement can be reached within the approved budget; a special meeting will be needed if premiums exceed the approved budget.

Chairperson Peterson said no action is required for the time being.

ITEM 14. SANFORD LAB HOMESTAKE VISITOR CENTER – TRANSFER OF OWNERSHIP

Mr. Headley said SDSTA has been in discussion and negotiation with the SLHVC and has reached a deal that is ready for SDSTA board approval. Mr. Headley said this deal would transfer the building, funded by Mr. Denny Sanford, at no cost and SDSTA would purchase the remaining inventory, furniture, fixtures and the land the building sits on, with an estimated purchase price of \$88,986.00. Mr. Headley recognized Lead Chamber Board President Marsha Nichols and her fellow board members for their help throughout the process. Mr. Headley recommended approval of the sale.

Mr. Engel said Homestake has an option on the land the SLHVC sits on and there is an easement that needs to be transferred. He said Homestake's approval is required for closing on the Purchase Agreement and those documents have been completed.

Chairperson Peterson said SDSTA is committed to the City of Lead, that SDSTA constructed the SLHVC and has an absolute interest in maintaining it as a showpiece for the area. He said he appreciates all the work that has been done to this point so SDSTA can maintain and grow the SLHVC. He said the SLHVC will also be a strong and natural fit with the progression of developing an Institute at SURF.

Motion by Mr. Wheeler and seconded by Mr. Musick to authorize the purchase of the land and inventory, to accept the transfer of the Visitor Center building, to authorize the Chairperson, the Executive Director and General Counsel to negotiate the final terms of the Purchase Agreement, and to authorize the Executive Director to sign the Purchase Agreement. Motion passed unanimously by roll call vote.

ITEM 15. CONFIRM DATE AND TIME OF NEXT MEETING, ANNOUNCE 2022 SCHEDULE

Chairperson Peterson reminded the board of the next meeting, scheduled for March 24, 2022 at 8:00 AM (MT) in the E&O Conference room and via Zoom. He referenced the agenda and announced the 2022 board meeting schedule: Thursday, March 24 at 8:00 AM (MT), Thursday, June 16 at 8:00 AM (MT), Thursday, September 22 at 8:00 AM (MT) and Thursday, December 15 at 9:00 AM (MT).

Mr. Wheeler left the meeting at 11:20 AM. A quorum was no longer present after Mr. Wheeler's exit.

ITEM 16. PUBLIC COMMENTS

Chairperson Peterson said he did not receive any public comment request forms and there were no questions from the audience.

ITEM 17. BOARD COMMENTS

Ms. Lebrun said it was a good meeting and it's always good to see the progress happening, and she welcomed new board member, Dr. Fall.

Mr. Musick said it was a good meeting, he appreciates everyone's work and he wished everyone a Merry Christmas.

Dr. Rankin said he appreciates the information, applauds the team and the great work they're doing, and said thank you.

Mr. Engel said thank you to everyone and Merry Christmas.

Mr. Headley thanked Ms. Knight and Ms. Wheeler for the handling the logistics of the board meeting, thanked all the speakers, and made note of the SURF year-end recap posted online—he recommended the board take a minute to view the video. He recognized the team, including the SDSTA staff and partners, and he said it's been a tremendous year and he appreciates the board and their support. Mr. Headley wished everyone a great holiday.

Chairperson Peterson thanked Ms. Geary, Ms. Lebrun and Mr. Dykhous as the audit committee, and said he appreciates their work.

Chairperson Peterson made a statement concerning the dust coming out of the Open Cut:

“SDSTA has always looked at itself as the landlord of the former Homestake gold mine. We provide space for various entities and for experiments. We don't charge for the space; we are funded by the DOE and other sources. One of our tenants is Fermilab and the big international experiment LBNF/DUNE, and as such, we are a partner with them. I want to make it clear that SDSTA is 100% in support of the health and safety of our neighbors, of the constituents, the people here on site working, and we will always be interested in the protection of the environment. We will continue to do so. It's unfortunate what has happened. I am speaking for the executive team, and I think we are happy with the events of the last few days. They have indicated very strong support and work to correct what's been taking place.

We, as an executive team, immediately moved to help clean the park and start visiting with the business owner who was having issues. We hired an environmental specialist to review plans that Fermilab presented at the forum last night (*December 15, 2021*). The DUNE project is critical to the success of the City of Lead and the Sanford Underground Research Facility. I am certain that Fermilab is resolved to fix the problem and will continue to do that. Chris Mossey (Fermilab Deputy Director for LBNF) and I met on Monday when he arrived, and he gave me his assurances. As we take over the ownership and operations of the Visitor Center, that is another step in our commitment to the area. It's important to tell the story of the City of Lead, the history of the Homestake mine and the underground science at SURF. We are in deep discussion about how to continue that, and that discussion is centered around a world-class science institute. It will be a jewel in the hills. We are very excited about proceeding with that."

Chairperson Peterson wished everyone a Merry Christmas, Happy New Year and Happy Holiday.

ITEM 16. ADJOURN

Chairperson Peterson called for a motion to adjourn.

Motion by Ms. Lebrun and seconded by Mr. Musick. Motion passed unanimously.

Meeting adjourned at 11:34 AM.